



**VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN**

RESOLUTION NO. 2026-005

**A RESOLUTION APPROVING THE SPECIAL EVENT PERMIT APPLICATION FOR
ART AND FLOWER FAIR AND TO APPROVE THE LICENSE AGREEMENT**

VOTING YEA:

VOTING NAY:

ABSENT:

MOTION:

RESOLVED: To approve the Special Event Permit Application submitted by Holly Nicosia on behalf of the Orion Art Center for the Art and Flower Fair to be held on Saturday, May 16, 2026 at 10:00AM – 6:00PM and Sunday, May 17, 2026 at 10:00AM – 5:00PM at various Village properties, as outlined in the application.

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and the Orion Art Center and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

FURTHER RESOLVED: This approval is conditioned on the following:

Administrative Requirements:

1. The applicant is responsible for cleaning up any trash generated during the event.
2. All tents and temporary structures must be securely anchored to withstand inclement weather or wind conditions to prevent potential injury.
3. Any temporary electrical wiring or equipment used must be approved by the electrical inspector.
4. Tents or temporary structures with cooking or heating devices must have a minimum 10-pound multi-purpose fire extinguisher (commonly referred to as an “ABC” fire extinguisher).
5. All food vendors must be approved by the Oakland County Health Department.
6. All food trucks must be approved by the Orion Township Fire Department.
7. Portable restrooms must be removed after the event.

DPW Requirements:

1. Village Orange Cones will be provided based on availability.
2. The DPW will not supply extension cords or cord covers.
3. The DPW will provide barricades and detour signage for street and parking lot closures.
4. Village properties will be properly maintained before and after the event.

Police Department Requirements:

1. Event staff and on-scene manager's cellular phone numbers must be provided to the Police Department at least 24 hours before the event.
2. The Police Department will direct the placement of all required barricades for parking lot and any approved street closures.
3. The applicant shall be responsible for reimbursing the Village for all police resources and related ancillary costs dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred. This includes, but is not limited to, staffing of the event, time spent on event planning, coordination meetings, site inspections, and setup.
4. At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.
5. Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided.
6. A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources. To schedule this meeting, please contact Chief Mark Amundson at amundsonm@lakeorionpolice.org.
7. A list of all approved vendors conducting sales within the event shall be provided to the Police Department if applicable.
8. To support public safety and community engagement, the Event Holder shall provide a location for a Lake Orion Police Department informational and safety tent. The tent should be located near the center of the event when feasible, with the final location determined collaboratively during the pre-event planning meeting with the Police Department.

Fire Department Requirements:

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.
2. Vendor tents must only be placed in the parking spaces along the curb.
3. Full access must be maintained in the center of the roads.
4. No obstructions are allowed in intersections, including blocking alleys.
5. The event coordinator shall contact the Fire Prevention Division at (248) 391-0304, ext. 2000, prior to the event opening to the public.
6. The event coordinator shall ensure that any food trucks have a valid 2026 permit for operation.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, FEBRUARY 9, 2026.



Sonja Stout
Village of Lake Orion Clerk/Treasurer

CERTIFICATION

I, Sonja Stout, duly appointed Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-005 adopted by the Village of Lake Orion Village Council at its Regular Meeting held on the 9th day of February 2026.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 9th day of February 2026.



Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: February 10, 2026